DDA 86-1368 8 August 1986

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FROM:	William F. Donnelly
	Deputy Director for Administration
SUBJECT:	Weekly Report for Period Ending 8 August 1986
	ce of Medical Services' (OMS) psychologist met with the
Director of Secu OMS is to draft	rity to discuss research in the area of applicant selection.  a proposal for a study of the effects of pre-screening  security rejection rate.
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7. Due to asbest ffective 10 July, to greement. The delay n the market place f	reflect the own in removing the	ners' failure to e asbestos is att	the
in the market prace r	or curs cype wor	. n. •	

- 10. OP reports that premium rates for Basic Life Insurance provided under the Federal Employees' Group Life Insurance (FEGLI) have been reduced effective the first pay period in August 1986. Standard Optional Insurance premium rates also will be reduced for all age categories, and rates for other Optional FEGLI Insurances will be reduced for some age categories. In addition, employees over age 50 no longer will be excluded from either electing or increasing coverage. An employee notice containing the details is being distributed.
- 11. OP kicked off the job enrichment portion of the secretarial program with the DS&T position conversion panel. Additional sessions are scheduled with the other Directorates during the coming week. D/OP approved policy and procedures for secretarial conversion to and from the Intelligence Secretarial Schedule. A conversion schedule is being distributed to components which outlines the procedures for determining the grade level of an employee who converts from one schedule to the other.

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## SECRET

12. OP	representativ	ves attended m	eetings spor	nsored by th	e Interage	ncy
Advisory Gro	oup at the Off	fice of Person	nel Managem	ent (OPM).	The major	topic
was the prop	osed Civil Se	ervice Simplif	ication Act	which will	allow expa	nsion
of the Navy	s China Lake	Demonstration	Project (G	rade Banding	) to other	
Federal ager	cies. Based	on informatio	n presented	at the 5 Au	gust meeti	ng, the
		eady for subm				
proposal wil	.1 be introduc	ed before the	fall 1986	recess, and	that once	passed,
		r within 90 t				• '

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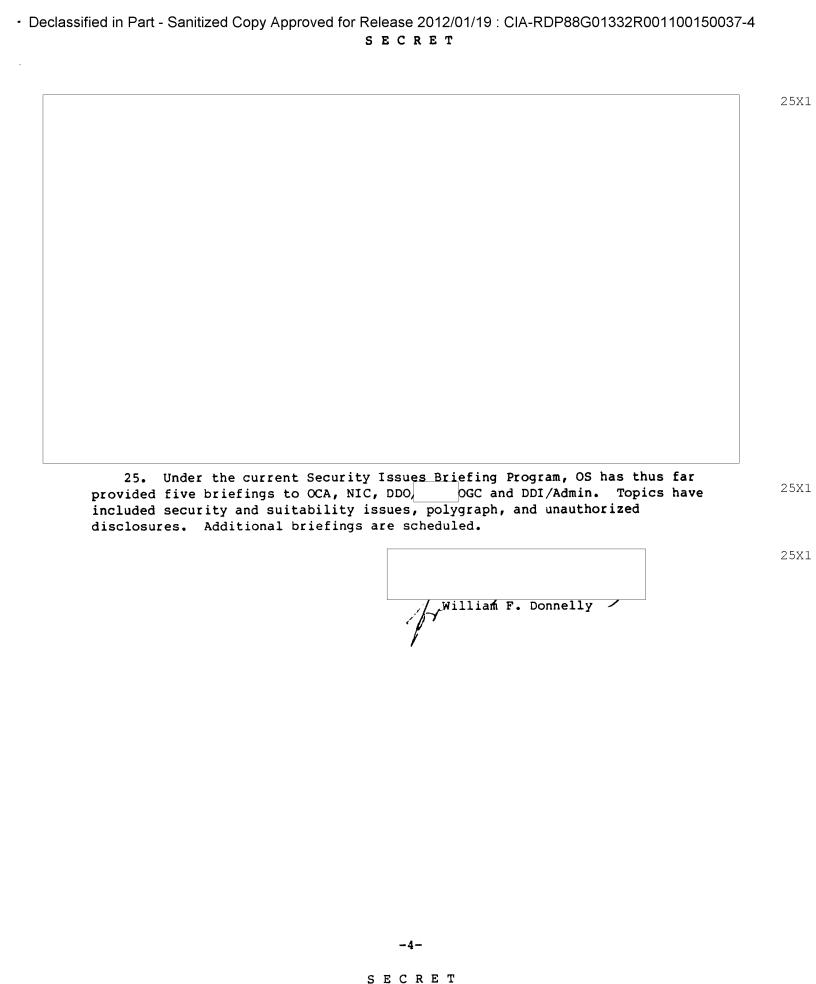
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15.		of Georgetown Un			
	l Studies and		Director of		
		national Studies			
		ucation's (OTE)			
rocused on t	ne politics o	f economic decis	sion making	in the USSR	•
16. On	6 August the	DDA and DDO kick	ed off prec	ourse meetir	age for the
Executive Se	minar. The D	eputy Directors	addressed t	he reason fo	or the Seminar
		ndorsement of th			
the DI and I	S&T will be h	eld on 13 and 14	l August res	pectively.	Cables will be
		in the field to			
				, J - <del></del>	

- 18. OTE has distributed its Catalog of Courses to all Agency Training and Career Development Officers. Soon an abbreviated version of the Catalog will be available to all employees via AIM.
- 19. The Office of Information Services reports that the backlog of initial FOIA requests was further reduced this week to 1,280. This compares with a backlog of 2,161 last year and 3,042 two years ago.

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ORIG:DA/Plan
Distribution:

O - DCI
1 - DDCI
1 - EXDIR
1 - OCA
1 - Ea. DA OD (via AIM/Wang)
1 - SSA/DDA
1 - DDA/CMS
1 - DDA/MS
1 - DDA/EEO
1 - DDA Subj
1 - WFD HOLD
1 - EO Subj

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